

## CLARIFICATION TEXT REGARDING THE PROCESSING OF PERSONAL DATA FOR POTENTIAL SUPPLIER REPRESENTATIVES

**Data Controller:** Nitromak Dnx Kimya Sanayii A.Ş.  
Via Flat İş Merkezi Beştepelere Mah. Nergis Sokak No: 7/2 Ofis No: 52  
Söğütözü Yenimahalle Ankara

As Nitromak Dnx Kimya Sanayii A.Ş. ("**Nitromak**"), the Data Controller; we hereby prepared this Clarification Text to inform you, **our potential supplier's representative**, about the processing of your personal data as per the scope of the Law on the Protection of Personal Data No. 6698 ("**PDPL**"), the Communiqué on the Procedures and Principles to be Complied with in Fulfilling the Obligation of Disclosure and the relevant legislation.

### 1. Which of your Personal Data is Processed?

ID Information	
Processed Personal Data	<ul style="list-style-type: none"><li>Name Surname</li><li>Signature</li></ul>
Purposes of Processing Personal Data	<ul style="list-style-type: none"><li>Execution / Supervision of Business Activities</li><li>Execution of Goods / Services Procurement Processes</li><li>Execution of Logistics Activities</li><li>Execution of Supply Chain Management Processes</li></ul>
Legal Reasons for Processing Personal Data	Your personal data is processed by Nitromak in line with the provisions specified in Article 5 of the PDPL: <ul style="list-style-type: none"><li>Provided that it does not harm the fundamental rights and freedoms of the data subject, based on the legal reason that data processing is mandatory for the legitimate interests of the data controller, for the purposes execution/audit of business activities, execution of goods/service procurement processes, execution of supply chain management processes, execution of logistics activities.</li></ul>
Personal Data Collection Methods	<ul style="list-style-type: none"><li>E-mail</li><li>Printed Forms</li><li>Electronic Forms</li></ul>

### Contact Information

<b>Processed Personal Data</b>	<ul style="list-style-type: none"> <li>• E-mail address</li> <li>• Address</li> <li>• Phone number</li> <li>• Fax Number</li> <li>• Contact Person Information</li> </ul>
<b>Purposes of Processing Personal Data</b>	<ul style="list-style-type: none"> <li>• Execution / Supervision of Business Activities</li> <li>• Execution of Goods / Services Procurement Processes</li> <li>• Execution of Logistics Activities</li> <li>• Execution of Supply Chain Management Processes</li> </ul>
<b>Legal Reasons for Processing Personal Data</b>	<p>Your personal data is processed by Nitromak in line with the provisions specified in Article 5 of the PDPL:</p> <ul style="list-style-type: none"> <li>• Provided that it does not harm the fundamental rights and freedoms of the data subject, based on the legal reason that data processing is mandatory for the legitimate interests of the data controller, for the purposes execution/audit of business activities, execution of goods/service procurement processes, execution of supply chain management processes, execution of logistics activities.</li> </ul>
<b>Personal Data Collection Methods</b>	<ul style="list-style-type: none"> <li>• E-mail</li> <li>• Printed Forms</li> <li>• Electronic Forms</li> </ul>

<b>Risk Management Information</b>	
<b>Processed Personal Data</b>	<ul style="list-style-type: none"> <li>• Information Related to the Field of Activity (Product/Service)</li> <li>• Job List</li> <li>• References</li> <li>• Number of Company Employees</li> <li>• Production/Service Capacity</li> <li>• Product or Service-Related Document Status</li> <li>• Product or Service Promotional Documents</li> </ul>
<b>Purposes of Processing Personal Data</b>	<ul style="list-style-type: none"> <li>• Execution of Goods / Services Procurement Processes</li> <li>• Execution of Supply Chain Management Processes</li> </ul>
<b>Legal Reasons for Processing Personal Data</b>	<p>Your personal data is processed by Nitromak in line with the provisions specified in Article 5 of the PDPL:</p> <ul style="list-style-type: none"> <li>• Provided that it does not harm the fundamental rights and freedoms of the data subject, based on the legal reason that data processing is mandatory for the legitimate</li> </ul>

	interests of the data controller, for the purposes execution of goods/service procurement processes, execution of supply chain management processes.
<b>Personal Data Collection Methods</b>	<ul style="list-style-type: none"> <li>● Printed Forms</li> <li>● Electronic Forms</li> </ul>

## **2. To Whom Your Personal Data May Be Transferred And For What Purposes?**

Within the framework of the personal data processing conditions in the 5th and 6th articles of the PDPL, by following the rules in the 8th and 9th articles of the PDPL regarding the transfer and by taking the necessary technical and administrative measures.

## **3. For How Long Your Personal Data Will be Stored?**

Your personal data must be stored according to the time periods set by law or related legislation as a minimum. If there is no time set by law or related legislation, then personal data must be stored for a reasonable period of time determined in connection with the purposes of processing, provided that it is limited and measured.

## **4. What Are Your Rights Regarding Your Personal Data as a Data Subject?**

Regarding your personal data, you have the rights to:

- Learn whether your personal data is processed,
- Request information if your personal data has been processed,
- Learn the purpose of processing personal data and whether your data is used in accordance with that purpose,
- Know the third parties to whom your personal data is transferred, in Turkey or in abroad,
- Request correction of your personal data if it is incomplete or incorrectly processed,
- Request the deletion or destruction of your personal data within the framework of the conditions stipulated in the PDPL legislation,
- When you request the deletion or destruction of your personal data with the correction of incomplete or incorrect data, to request that this situation be notified to the third parties to whom we have transferred your personal data,
- Object to the emergence of a result against the person himself by analysing the processed data exclusively through automated systems,
- If you suffer damage due to unlawful processing of personal data, to request the elimination of this damage.

## **5. How You May Exercise Your Rights as the Data Subject?**

You may submit your applications and requests regarding your personal data by completing the Data Subject Application Form on Nitromak's website (<http://www.nitromak.com/basvuru-formu>), and

- By sending it through a notary,
- With a valid identity document, Nitromak's "Via Flat Business Center Beştepeler Mah. Nergis Sokak No: 7/2 Ofis No: 52 Söğütözü Yenimahalle Ankara" by applying in person in writing,
- By sending it to Nitromak's registered electronic mail (KEP) address, [nitromak@hs03.kep.tr](mailto:nitromak@hs03.kep.tr), using a registered electronic mail (KEP) address and secure electronic signature or mobile signature.

Pursuant to the Communiqué on the Procedures and Principles of Application to the Data Controller, the following information must be included in the application of the Relevant Person:

- Name, surname, and signature if the application is written,
- For citizens of the Republic of Turkey- the Turkish id number; for foreigners- the nationality and the passport number or if any, the id number,
- Domicile or workplace address for notification,
- If available, the e-mail address, telephone, and fax number for notification,
- The subject of the request

The Data Subject must clearly and comprehensibly state their request in the application which is to be made to exercise their above-mentioned rights and includes required explanation about the right in subject. Related Information and documents must be attached to the application.

The subject of the request must be related in person to the applicant. However, if the applicant is acting on behalf of someone else, then the applicant must be specifically authorized in this regard and this authority must be documented (power of attorney). In addition, the application must contain identity and address information, and documents confirming identity must be attached to the application.

Requests made by unauthorized third parties on behalf of someone else will not be considered.

## **6. How Long Will It Take to Conclude your Request Regarding the Processing of Your Personal Data?**

Your requests regarding your personal data are evaluated and concluded as soon as possible and within 30 days at the latest from the date they reach Nitromak. If your request is accepted or rejected by explaining the reason, our reply will be sent to the address you specified in the application, primarily by postal or e-mail, if possible, in the same manner as your request.